Stannah

Goodsmaster

USER HANDBOOK

IMPORTANT

Before using your Stannah Goodsmaster, please ensure that you read and familiarise yourself with these instructions.

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For your records:

Goodsmaster Model:	
Load capacity (kg):	
Serial number:	
Date into service:	

Note:
Whilst every effort has been made to ensure the clarity and accuracy of this handbook, Stannah Microlifts cannot be held responsible for damage or injury resulting from negligence or misuse of the Goodsmaster.

INTRODUCTION

Important - please read

Thank you and congratulations on purchasing a Stannah Goodsmaster.

Before using your Goodsmaster, you should read this User Handbook **and** ensure that **all employees are thoroughly trained in both its safe operation and use.**

Your Goodsmaster is a precision product manufactured to the highest quality standards and conforms with all British and European statutory requirements for goods lifts as shown on our 'EC Declaration of Conformity', which has been issued in accordance with the Machinery (Safety) Regulations.

Your Goodsmaster will give you many years of trouble-free operation provided that it is properly maintained and treated with respect. Points to ensure consistent satisfactory service are covered in this handbook. In the unlikely event of difficulty, please read the section on Troubleshooting on page 13 - it could save you the cost of an unnecessary service call.

A 'Lock Release' key will have been left by our installers in the Goodsmaster motor room. It is for use by trained lift engineers only - **DO NOT** attempt to use it yourself.

We would remind you as the owner/user of this goods lift that you have certain legal obligations relating to Health & Safety. These are summarised as follows:

1. The Provision & Use of Work Equipment Regulations 1998 (PUWER) states "Every employer shall ensure that work equipment is maintained in an efficient state, in efficient working order and in good repair". We strongly recommend that you entrust this to our local Service Centre (address and telephone numbers of our Nationwide Service Network are on page 15). It should be noted that in order to validate any guarantee (see page 12), the Goodsmaster must be serviced within the first three months from handover and thereafter at three monthly intervals.

2. The PUWER regulations also state that "Every employer shall ensure that all persons who use work equipment have received adequate training for purposes of Health & Safety". It is therefore your responsibility to ensure that **anyone** who may need to use the lift **not only reads this User Handbook but also receives adequate training.**

3. The Lifting Operations & Lifting Equipment Regulations 1998 (LOLER) further require that lifting equipment is thoroughly examined by a competent person. For a Goodsmaster this thorough examination is required every 12 months. Stannah can offer this examination for a small fee and would recommend more regular maintenance to keep your Goodsmaster in tip-top condition.

4. The Health & Safety at Work Act 1974 and supporting regulations place a general obligation on both employees and persons in control of premises to provide safe access together with adequate lighting to enable the Stannah Service Engineer to work safely within the Goodsmaster motor compartment.

5. You must ensure that the Goodsmaster motor room is not used for purposes other than housing the Goodsmaster equipment. Access to the motor room must be secure against unauthorised entry: a permanent warning notice has been supplied which must be affixed to the Goodsmaster motor room door.

GOODSMASTER OPERATION

CONTROLS

Goodsmaster controls are located beside the landing doors on each floor that the lift serves. The controls are very simple; each control station contains an individual button for each floor that the lift serves, **green** being the "call" button for the particular floor you are on and **white** buttons to send the lift to any of the other floors. The **red** indicator is a 'Lift in Use' light (Fig. 1).

Fig. 1

GOODSMASTER OPERATION

CALLING

- If the **green button** is illuminated, the Goodsmaster is at that floor ready to be loaded.
- If a **white button** is illuminated, this indicates that the lift is at another floor. If the **red light** is not illuminated, the Goodsmaster can be called by pressing the **green button** (Fig. 2).
- The **red light** will come on to confirm that the Goodsmaster is on its way (Fig. 3).
- On arrival the **green button** will illuminate and the **red light** will go out. The arrival buzzer will also sound. This shows the Goodsmaster has arrived and is ready to be loaded (Fig. 4).
- When the landing door or inner car gate (if fitted) are opened, the **red light** will also illuminate to show users on other floor levels that the Goodsmaster is in use (Fig. 5).
- If a **white button** is illuminated, this indicates that the lift is on another floor.
- If the **red light** is illuminated this indicates that the Goodsmaster is not available because either the landing door or inner car gate (if fitted) is not properly closed.
- If the **red light** stays on, go to the floor indicated by the **white button** and close the landing door and/or the inner car gate (if fitted) to put the Goodsmaster back into service.

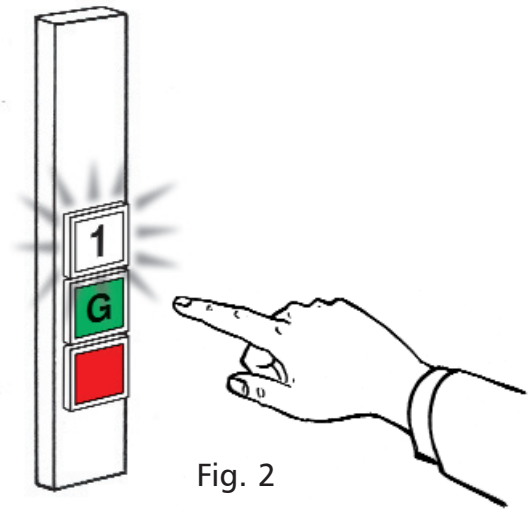


Fig. 2

Fig. 3

Fig. 4

Fig. 5

GOODSMASTER OPERATION

LOADING

When the **green button** is illuminated, the Goodsmaster is at that floor and is ready for loading (Fig. 6).

Open the landing door gently by pulling the handle (Fig. 7).

The **red light** will illuminate to indicate to the other users that the Goodsmaster is in use (Fig. 8).

Then open the inner car gate (if fitted) by lifting the handle and then sliding the inner car gate open, using the HANDLE to avoid trapping your fingers (Fig. 9 & 10).

Fig. 6

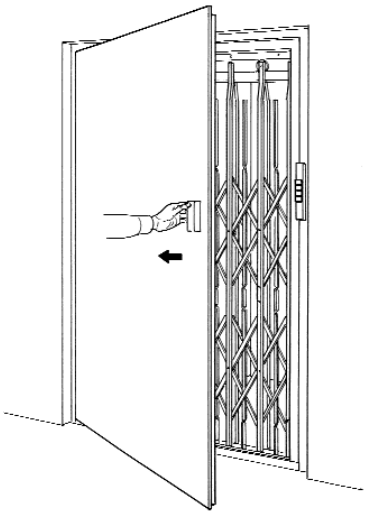


Fig. 7

Fig. 8

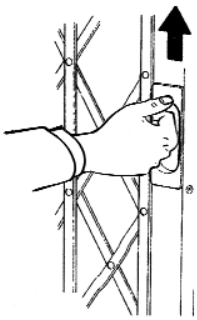


Fig. 9

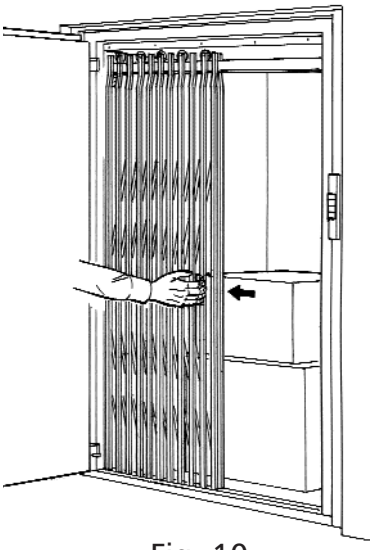


Fig. 10

GOODSMASTER OPERATION

When loading your Goodsmaster you should ensure that:

- The back wall of the lift car (or rear inner car gate on a through-car lift) MUST NOT be used as a buffer to stop trolleys or wheeled loads (Fig. 11).
- the load is secure and that items cannot move or topple over (Fig. 12).
- the load does not exceed the carrying capacity of the Goodsmaster - if in doubt, make another trip! (Fig. 13).
- when loading is complete, gently close the inner car gate (where fitted) by gently sliding the car gate across the entrance, using the HANDLE to avoid trapping your fingers (Fig. 14). The car gate is finally locked in position by lifting the handle and allowing the gate latches to drop into position. The car gate MUST NOT BE SLAMMED as it will not lock correctly, which will stop the lift from working.
- finally, gently close the landing door (Fig. 15).
- when all the doors and gates are closed the **red light** will go out and the lift is ready to be sent to the desired floor

Note: The **green button** remains illuminated until the Goodsmaster moves away from your floor (Fig. 16).

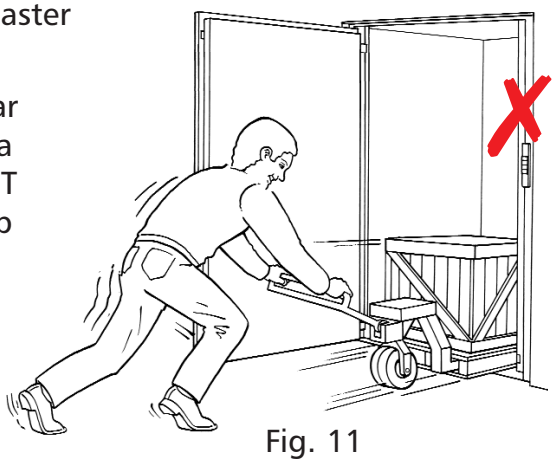


Fig. 11

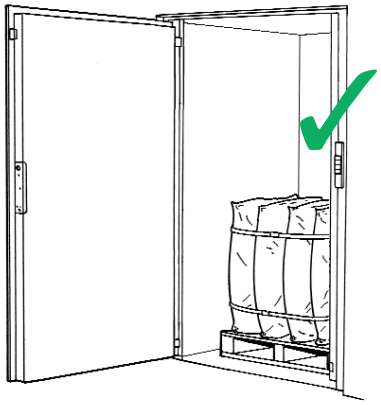


Fig. 12

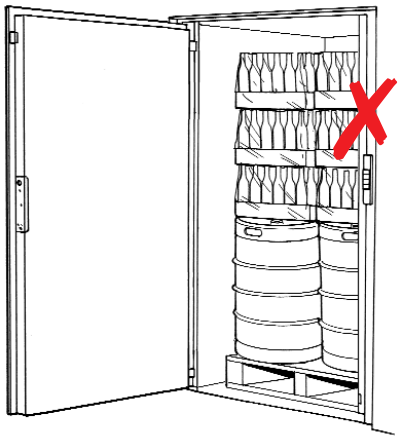


Fig. 13

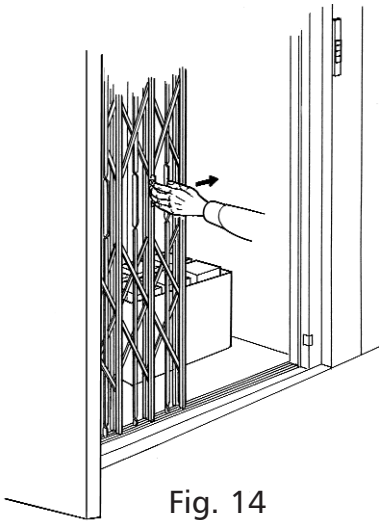


Fig. 14

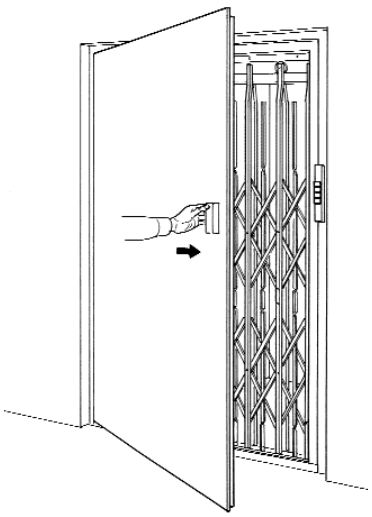


Fig. 15

Fig. 16

Please note that if either the inner car gate and/or the outer landing door is not correctly closed the red light will not go out and the lift will not operate.

GOODSMASTER OPERATION

SENDING

- Before sending the lift to another floor ensure that the inner car gate (if fitted) is fully closed.
- Press the **white button** to send the lift to the desired floor (Fig 17).
- The **green light** will go out and the **red light** will come on to confirm that the Goodsmaster is on its way.
- On arrival at the selected floor the **red light** will go out and the **green button** at that floor will illuminate.
- The Goodsmaster arrival buzzer will also sound as the Goodsmaster arrives.

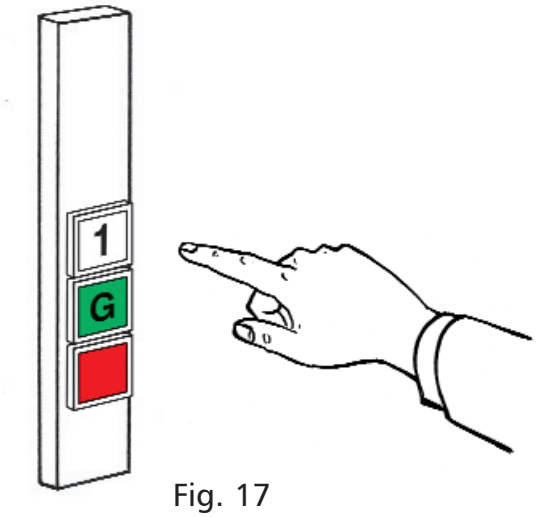


Fig. 17

UNLOADING

- To unload the Goodsmaster, open the landing door and the inner car gate (where fitted) by lifting the car gate handle and sliding the car gate open using the HANDLE to avoid trapping your fingers (Fig. 18 & 19).
- The **red light** will illuminate to indicate to other users that the Goodsmaster is in use.
- The Goodsmaster can now be unloaded.
- When you have finished unloading the Goodsmaster please remember to gently close the inner car gate (where fitted), ensuring it is properly locked, followed by the landing door to make sure the Goodsmaster is available to other users (Fig 20 & 21).
- The **red light** will go out to confirm that the Goodsmaster is again available for use.

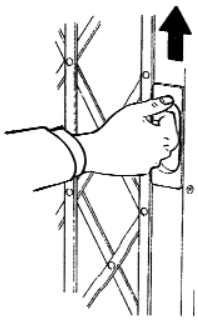


Fig. 18

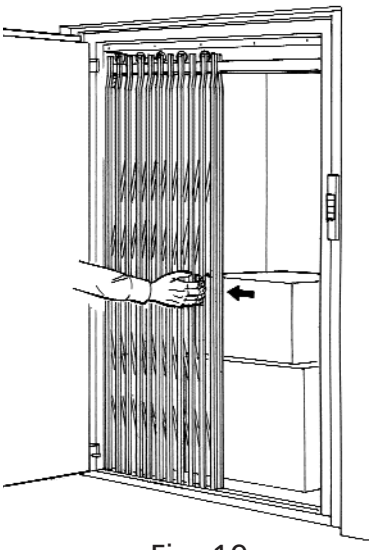


Fig. 19

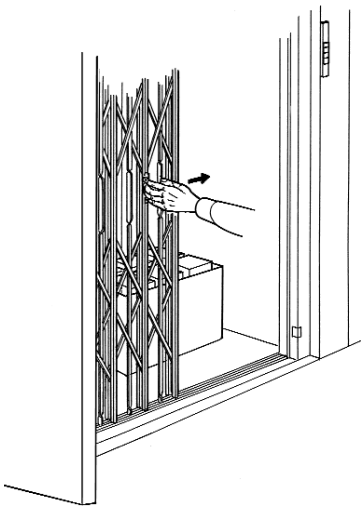


Fig. 20

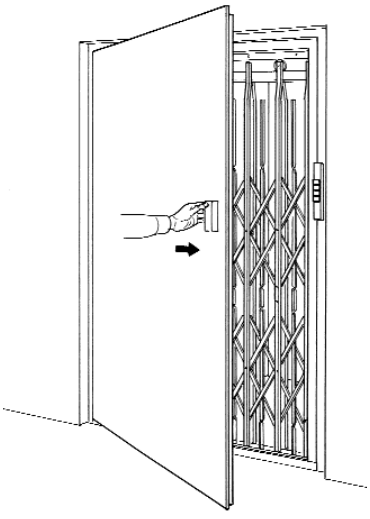


Fig. 21

GOODSMASTER OPERATION

DO'S AND DON'TS

DO make sure that the load is secure and not overhanging any part of the Goodsmaster car. This will ensure that the car gate and landing door can be securely closed (Fig 22).

DO close all landing doors and inner car gates (where fitted) after unloading (Fig 23).

DO report any malfunctions immediately, having first referred to the Troubleshooting guide on page 13 (Fig 24).

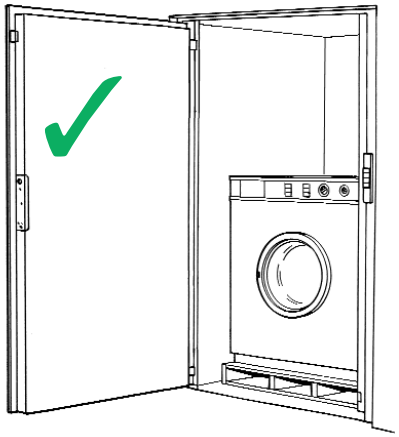


Fig. 22

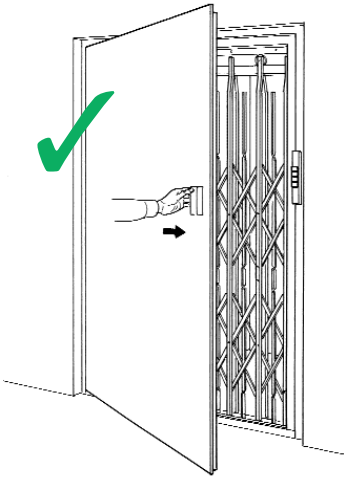


Fig. 23

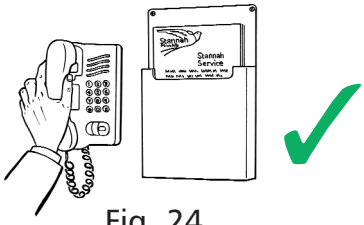


Fig. 24

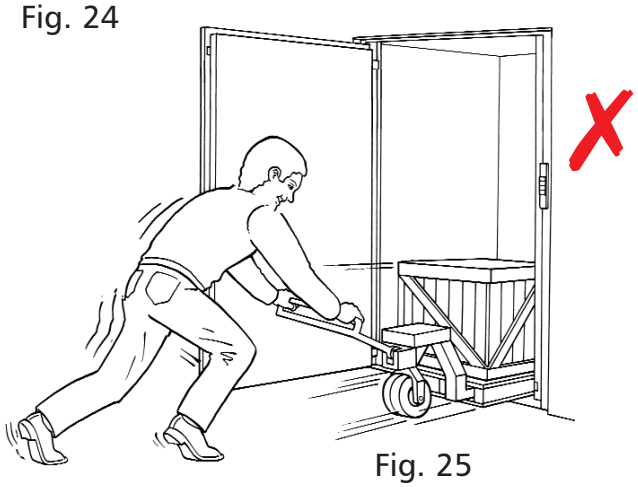


Fig. 25

DON'T slam wheeled loads into the back wall or inner car gate of the lift car or use the back wall of the lift car as a buffer to stop trolleys or wheeled loads (Fig. 25).

DON'T try to prise the landing door open, as you will damage the door lock mechanism (Fig 26).

DON'T overload the lift (Fig 27).

DON'T try to enter or ride in the Goodsmaster - it is for carrying goods only. *Safety Regulations forbid travel by any persons in a GOODS ONLY lift.* (Fig. 28).

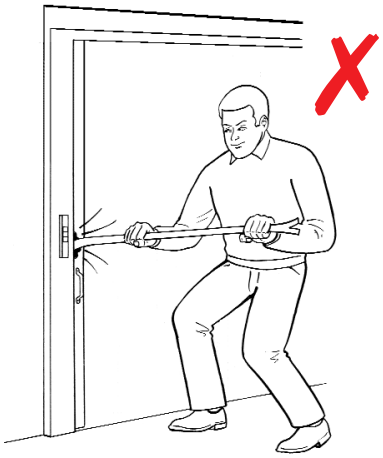


Fig. 26

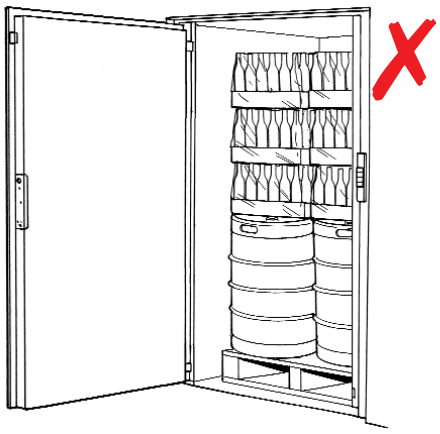


Fig. 27

Fig. 28

GOODSMASTER INTERCOM OPTION

The following information applies to Goodsmasters fitted with the intercom option.

DESCRIPTION

The Goodsmaster intercom option is designed to enable users on different floor levels served by the lift to communicate with each other.

Generally the intercom handset is positioned on the wall next to the Goodsmaster landing entrance at each floor the lift serves. It comprises a wall mounted unit with one or more push buttons (depending on the model of the lift) and a handset (Fig. 29).

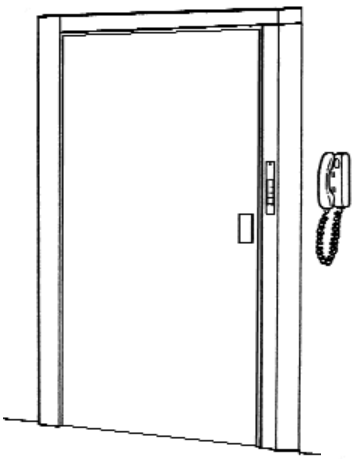


Fig. 29

OPERATION

To make a call - 2 floor Goodsmaster

Lift the handset from the cradle and press the single button on the wall mounted unit (Fig. 30).

To make a call - 3 floor (or above) Goodsmaster

Lift the handset from its cradle and press the button corresponding to the floor you wish to talk to (Fig. 30).

When the button is pressed an audible sound will be heard from the handset at the other floor. Push the button again if the intercom is not answered.

When the handset is answered at the other floor, simply talk to the other person as you would on a normal telephone (Fig 31).

When you have completed your conversation replace the handset into the cradle (Fig. 32).

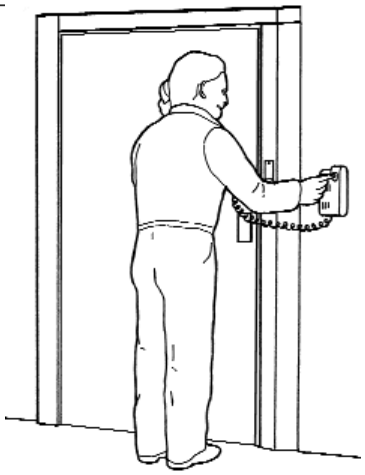


Fig. 30

Fig. 31

To receive a call

If you hear the intercom ringing (Fig. 33) ...

Pick up the handset and talk to the other person (Fig. 31).

When you have completed the conversation replace the handset into the cradle (Fig. 32).

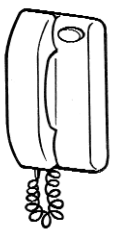


Fig. 32

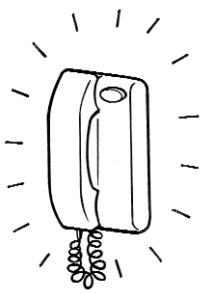
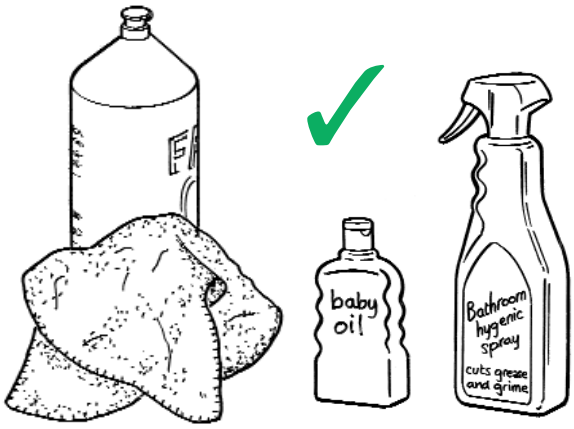


Fig. 33

GOODSMASTER CARE

The following procedures carried out regularly will help to keep your Goodsmaster in first class condition:

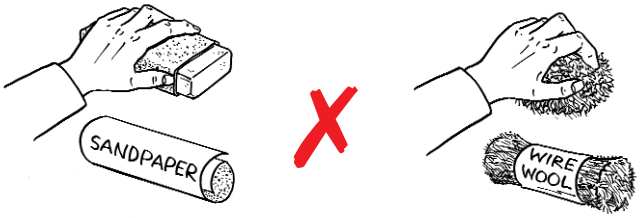
CLEANING



Any stainless steel components should be cleaned with a soft cloth, using a light oil (e.g. baby oil) and then wiped off with a dry, lint-free cloth.

All other surfaces should be cleaned with a soft cloth and detergent - avoid using excessive amounts of water in the lift car or on the landing doors.

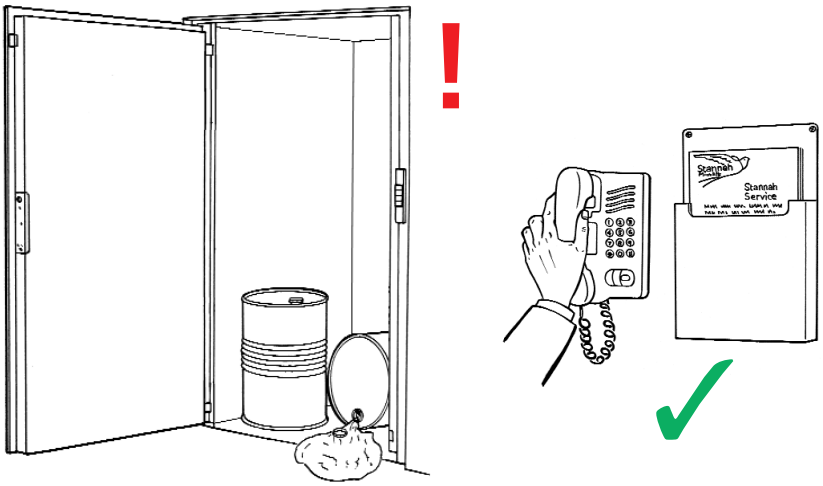
Never use abrasives for cleaning any of the surfaces on your Goodsmaster.



The lift car should be cleaned when the lift is positioned at the lowest floor level.

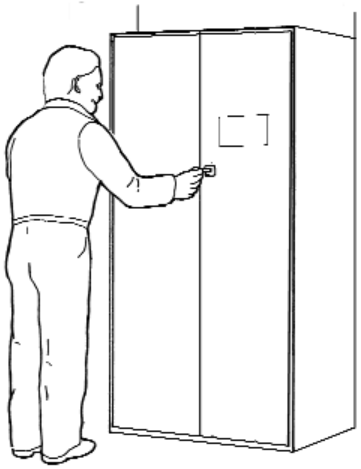
SPILLAGES

Make sure you mop up and wipe dry any liquid spillages **IMMEDIATELY.**



In the event of a major spillage overflowing into the Goodsmaster car, contact our Service branch. You will need a Lift Service Engineer to provide you with access to the Goodsmaster pit to enable you to clean up the spillage.

MOTOR ROOM



Keep the Goodsmaster motor room locked at all times to prevent unauthorised access.

DO NOT use the motor room for any purpose other than the operation of the Goodsmaster. The motor room should only be assessed by a trained lift engineer.

GUARANTEE

YOUR STANNAH GUARANTEE

Stannah Microlifts Ltd are proud to have secured ISO 9001:2000 Quality Management Systems Certification and are pleased to guarantee the whole of our materials and workmanship for a period of twelve months from completion of installation and handover of the lift to you, on the following conditions:

- That you enter into a service contract with our sister company Stannah Lift Services Ltd to ensure that the lift is serviced within the first three months from the date of handover and thereafter at three monthly intervals. As with a motor car, your new lift must be properly serviced and maintained to keep it safe and at its very best. The Service Contract is included for the first 12 months.
- Should any defective workmanship or materials become evident within the twelve month period, we undertake to repair or replace the defective part, as soon as possible during normal working hours (Monday to Thursday 8.00am to 4.45pm, Friday 8.00am to 3.45pm).
- Should attendance outside normal working hours be requested, it will be subject to a reasonable excess charge. The address and telephone number of your nearest Service Branch is to be found at each lift entrance.
- The Guarantee does not cover repairs, replacements or adjustments which may be required as a result of ordinary wear and tear, wilful or accidental damage, misuse, neglect or any other cause beyond our control.
- If at any time the characteristics or performance of the machine are altered, the machine must be issued with a new EC Declaration of Conformity and a new CE Mark affixed.
- That all outstanding monies have been paid to us.

Stannah

Stannah Microlifts Ltd
Caxton Close, East Portway, Andover, Hants, SP10 3QN
Tel: 01264 351922

TROUBLESHOOTING

Check this list before contacting your local Stannah Service Branch - it could save you time and the cost of an unnecessary service call.

Problem	Cause	Cure
Lift does not operate and **red indicator light** remains on.	Inner car gate and/or landing door left open.	Check all landing doors and inner car gates are properly closed on all floor levels
	Lift stopped below serving level due to overloading	Call Stannah Service Branch
	Over travel timer tripped due to goods falling from the lift car and causing the lift to jam.	Call Stannah Service Branch
No indicator lights and lift will not operate on push buttons.	Power off	Switch power on
	Overload tripped	Call Stannah Service Branch
	Fuse in isolator blown	Replace 15 Amp fuse(s) in isolator if necessary
	Fuse E1 in controller blown	Call Stannah Service Branch
Lift operates but indicator lights do not operate.	Indicator bulbs blown*	Call Stannah Service Branch
Lift does not stop at serving level	Lift over travelled	Call Stannah Service Branch
Motor rotates but lift car remains stationary.	Lift car or balance weight tight in guides	Call Stannah Service Branch
	Goods fallen from the lift car causing the lift to jam.	Call Stannah Service Branch

** A blown indicator bulb will not affect the operation of the lift. Please be aware that you will incur a charge if you call out the Stannah Service Branch to replace blown indicator bulbs between service visits. The indicator bulbs will normally be replaced as a matter of routine at the next maintenance/service visit - check with your Service Branch to find out when your next visit is due.*

For your local Stannah Service Branch - see details on page 15

NOTES

STANNAH SERVICE BRANCHES

CONTACT STANNAH LIFT SERVICES LIMITED AT:

BIRMINGHAM
Unit A6
Coombswood Way
Halesowen
B62 8BH
Tel: 0121 559 2260
Fax: 0121 559 8171

BRISTOL
Unit 4
City Business Park
Easton Road
Bristol
Avon
BS5 0SP
Tel: 0117 955 9976
Fax: 0117 955 5993

BRACKLEY
Unit 4
Boundary Road
Buckingham Road Industrial Estate
Brackley
Northants NN13 7ES
Tel: 01280 704600
Fax: 01280 701187

CHRISTCHURCH
6 Ambassador Park Estate
Airfield Road
Christchurch
Dorset
BH23 3TQ
Tel: 01202 476781
Fax: 01202 485424

CRAYFORD
Unit 46
Acorn Industrial Park
Crayford Road
Crayford
Kent
DA1 4AL
Tel: 01322 555777
Fax: 01322 555444

DARTFORD
Unit 8
Swan Business Park
Sandpit Road
Dartford
Kent
DA1 5ED
Tel: 01322 287828
Fax: 01322 222720

GATESHEAD
Wellington Road
Dunston
Gateshead
Tyne & Wear
NE11 9JL
Tel: 0191 460 0010
Fax: 0191 460 1143

SCOTLAND
45 Carlyle Avenue
Hillington Industrial Estate,
Glasgow
G52 4XX
Tel: 0141 882 9946
Fax: 0141 882 7503

STOCKPORT
Unit 12
Bamford Business Park
Whitehill Industrial Estate
Stockport
Cheshire
SK4 1PL
Tel: 0161 477 3344
Fax: 0161 477 3377

MANSFIELD
48 Bleakhill Way
Mansfield
Nottinghamshire
NG18 5EZ
Tel: 01623 631010
Fax: 01623 636182

NORWICH
Unit 27/28
Morgan Way
Bowthorpe Industrial Estate
Norwich
Norfolk
NR5 9JJ
Tel: 01603 748021
Fax: 01603 743097

NATIONAL CONTRACTS
Unit 46
Acorn Industrial Park
Crayford Road
Crayford, Kent
DA1 4AL
Tel: 01322 553925
Fax: 01322 522037

STANNAH MICROLIFTS DISTRIBUTORS

CHANNEL ISLANDS
Rob Willder Lifts Ltd
Nelson House
Nelson Avenue
St Helier
Jersey JE2 4PD
Tel: 01534 39515
Fax: 01534 68846

IRELAND
Olympic Lifts Ltd
Olympic House
Lissue Industrial Estate
Lissue Road
Lisburn
Co Antrim BT28 2SU
Tel: 01280 704600
Fax: 01280 701187

Stannah Microlifts Ltd
Caxton Close, East Portway, Andover, Hampshire SP10 3QN
Tel: 01264 351922
Fax: 01264 333465

NOTE

Whilst every effort has been used to ensure the clarity and accuracy of this Handbook, we cannot be held responsible for damage or injury resulting from negligence or misuse of this lift equipment.

Goodsmaster/UH.05.07

We are continually developing and improving the Goodsmaster range and we therefore reserve the right to alter or amend the specification without prior notice.